

EVENT NAME The Parklet on Roff Way
EVENT LOCATION Roff Way

EVENT DATES AND TIMES

Setup Date	<u>September 01</u>	Setup Start Time	<u>8:00am</u>
Event Start Date	<u>September 5</u>	Event End Date	<u>September 31</u>
Daily Event Start Time	<u>10am</u>	Daily Event End Time	<u>10pm</u>
Dismantle Date		Dismantle End Time	

EVENT DESCRIPTION

(To be included on the City of Reno's Website Special Events Calendar – maximum of 275 characters)

Parklet,

ON SITE CONTACT Nellie Davis ON SITE NUMBER 775.354.5667

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief. I have read, understand and agree to abide by the rules and regulations governing the proposed Special Activity or Event under the Reno Municipal Code. I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager or the City Manager's designee. I agree to comply with all other requirements of the City, County, State, Federal Government, and any other applicable entity which may pertain to the use of the event venue and the conduct of the event. I agree to abide by all rules, regulations and permit conditions and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the event to the City of Reno. Such City Services may include, but are not limited to, Police, Fire, Public Works, Parks and Recreation, Business License and/or other necessary services provided by the City of Reno.

Indemnification of the City of Reno. By signing this application the applicant, and any organization the applicant represents, agrees to indemnify, defend and hold harmless the City and its officers, agents and employees (collectively "Indemnitees") from and against any claim, loss, damage, injury, death and liability of every kind, nature and description (including without limitation, incidental and consequential damages, court costs, attorneys' fees and costs of investigation) that arise directly or indirectly, in whole or in part, from or relating to any conduct of the applicant or the applicant's principals, agents, employees, subcontractors, vendors or invitees pursuant to any permit issued pursuant to this application. City does not waive, and specifically reserves, all of its statutory and common law defenses, including all protections under NRS Chapter 41.

EVENT COORDINATOR'S SIGNATURE

EVENT COORDINATOR'S NAME Britton Griffith Douglass

TYPE OF EVENT

See FAQ for clarification of event types

- ☐ Special Activity
☐ Special Event – Parks
☒ Special Events – Street / Sidewalk Occupancy

EVENT WILL INCLUDE
(check all that apply)

- ☐ Amplified Sound/Multimedia
Attachment A Required
☒ Street/Sidewalk Occupancy
Attachment B Required
☐ Alcohol Service
Attachment C Required
☐ Vendors/Exhibitors
Attachment D Required
☐ Privileged Sales
Attachment E Required
☐ Event Set-Up
Attachment F Required
☐ Park Usage
Attachment G Required
☐ Food/Beverage Service
*Contact Washoe County
Environmental Health Services
(775) 328-2620*

This application alone does not authorize a Special Activity or Event. Application must be reviewed by all necessary departments prior to permit issuance. Permit must be on-site during the event and must be shown, upon demand, to any member of the City of Reno Police, Fire, Public Works, Parks and Recreation, Business License Department(s) or City Manager's Office.

HOST ORGANIZATION	RLC FIRST, LLC	EVENT COORDINATOR	Britton Griffith-Douglass
MAILING ADDRESS	1 EAST FIRST ST. STE. 1400	CITY/STATE/ZIP	Reno, NV 89501
DAYTIME PHONE	775.813.1822	CELL PHONE	Same
WEBSITE	www.recnv.com	FAX	775.852.5707
ONSITE CONTACT	Nellie Davis	EMAIL ADDRESS	britton.rec@gmail.com
PUBLIC CONTACT		CELL PHONE	775.354.5667
FEDERAL TAX ID	46-1505973	DAYTIME PHONE	

☐ HOST ORGANIZATION IS NON-PROFIT
Proof of current non-profit status must be included with application.

ANTICIPATED ATTENDANCE: DAILY _____ TOTAL _____

☒ OPEN TO THE PUBLIC ☐ ADMISSION WILL BE CHARGED \$ _____

↓ FOR CITY OF RENO OFFICE USE ONLY ↓				
Application Processing Fee* 0-49 Vendors	<input type="checkbox"/>	\$103.00		
Application Processing Fee* 50+ Vendors	<input type="checkbox"/>	\$258.00		DATE ENTERED
Temporary Vendor Business License	<input type="checkbox"/>	\$ 15.00 x		FAX TO
Temporary Alcohol Permit, 1 Booth/Day	<input type="checkbox"/>	\$ 55.00 x		<input type="checkbox"/> Fire <input type="checkbox"/> Zoning <input type="checkbox"/> Health
Temporary Alcohol Permit, Add'l Booth/Day	<input type="checkbox"/>	\$ 22.00 x		
Fire Inspection	<input type="checkbox"/>	\$111.00		
Additional Fire Permits	<input type="checkbox"/>	TBD	Refer to "FD" Section	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete
City Service Fee	<input type="checkbox"/>	TBD	Actual Cost of City Services	Reason Incomplete:
Late Fee	<input type="checkbox"/>	TBD	Refer to Reno Municipal Code	
Application fees must be paid at the time the application is submitted and are not refundable under any circumstances				
TOTAL FEES			INITIALS	
TOTAL PAID				

FIRE DEPARTMENT

1. Provide a site plan of set up:

To ensure appropriate review of your event, it is preferred that you submit computer assisted drawings (CAD) of your event site plan. This is applicable for both moving routes and fixed venues. If CAD plans are not submitted, your site plan should be produced in a clear and legible manner. Site plans should be submitted in an 8 ½" x 11" or 8 ½" x 14" standard format. Your event site plan must include the following items:

- An outline of the entire event venue including the names of all streets or areas that are a part of the venue and the surrounding area. If the event involves a moving route of any kind, indicate the direction of travel.
- The location of fencing, barriers and/or barricades. Indicate any removable fencing for emergency access.
- The provision of minimum twenty foot (20') emergency access lanes throughout the event venue, with the exception of Virginia Street between First and Fifth Streets where twelve foot (12') emergency access lanes are required. Intersections with all side streets must remain open and minimum twenty-eight foot (28') emergency access lanes are maintained on Second and Fourth Streets.
- The location of first aid facilities and, if applicable, the location of ambulances.
- The location and dimensions of all stages, platforms, scaffolding, bleachers, grandstands, seating with aisle spacing, canopies, tents, portable toilets, booths, beer gardens, cooking areas, trash containers and dumpsters, and other temporary structures.
- A detail or close-up of the food booth and cooking area configuration including booth identification of all vendors cooking with flammable gases, fryers, and/or barbeque grills.
- Generator locations and/or source of electricity.
- Placement of vehicles and/or trailers.
- Exit locations for outdoor events that are fenced and/or locations of exits within tents and tent structures.
- Identification of all event components that meet accessibility standards.
- Any other related event components not listed above.

A Fire Inspector will review the submitted plans for the special event. Upon final approval of the floor plan the Inspector will return a copy to the promoter indicating all applicable fees not collected at time of application and any special requirements.

2. Fire Inspection:

A Fire Inspector will inspect the facility during set-up to determine compliance with these requirements. In the event fire and life safety violations are found, the applicant will be given one opportunity for compliance. Failure to adhere to these requirements may result in citation, delay of opening, or closure of the event. The organization holding the event is responsible for making all vendors aware of the Reno Fire Department guidelines listed in Attachment F, as well as all requirements noted on any issued permits.

3. Additional Information:

Will you be using any of the following? Check all that apply:

- | | | |
|--|--|--|
| <input type="checkbox"/> Flammable or compressed gases | <input type="checkbox"/> Exit obstructions | <input type="checkbox"/> Dust or spark production |
| <input type="checkbox"/> Fire lane or hydrant obstruction | <input type="checkbox"/> Temporary electrical wiring | <input type="checkbox"/> Bleachers |
| <input type="checkbox"/> Cooking vendors | <input type="checkbox"/> Indoor vehicle display | <input type="checkbox"/> Loose seats/chairs over 200 |
| <input type="checkbox"/> Fenced area or building to be occupied by 50 or more people | | |

Separate Permit Requirements:

One or more of the following activities (\$85)

☐ **Open flame devices**

Open flame devices include decorative devices, cooking devices, and theatrical open flame performances.

☐ **Canopies in excess of 400 square feet**

Canopy – A structure, enclosure, or shelter constructed of fabric or pliable material supported by any manner except by air or the contents that it protects, and is open without sidewalls or drops on 75 percent or more of the perimeter.

☐ **Tents in excess of 200 square feet**

Tent – A structure, enclosure or shelter constructed of fabric or pliable material supported by any manner except by air or the contents that it protects.

☐ **Indoor demonstration cooking**

Pyrotechnic activity (\$225)

☐ **Pyrotechnics**

Pyrotechnic composition – A chemical mixture that produces visible light displays or sounds through a self-propagating, heat-releasing chemical reaction which is initiated by ignition.

For Additional Information Contact:

Reno Fire Department

775-334-2300

775-334-3826 FAX

RFDSpecialEvents@reno.gov

INSURANCE, TERMS AND CONDITIONS

General Liability Insurance

Special Event applicants must provide a policy of general liability insurance for the specific dates of the event naming the “City of Reno, its officers, employees, and agents” as an Additional Insured. The policy must be obtained from a carrier licensed to do business in the State of Nevada.

Minimum general liability insurance limits are as follows:

1. \$2,000,000.00 Per Occurrence
2. \$2,000,000.00 Per Occurrence for Bodily Injury
3. \$4,000,000.00 General Aggregate

These terms and conditions are not to be changed by any words added by Event Organizer. Any change in terms must be agreed to by the City, in writing.

Certificate of Insurance is required at least 30 days before the event.

Fax to:

775-334-2097 – Special Events - Parks

775-334-2097 – Special Events - Street/Sidewalk Occupancy

Indemnification of the City of Reno. As a further condition of this permit, the permittee shall indemnify, defend and hold harmless the City and its officers, agents and employees (collectively “Indemnitees”) from and against any claim, loss, damage, injury, death and liability of every kind, nature and description (including without limitation, incidental and consequential damages, court costs, attorneys’ fees and costs of investigation) that arise directly or indirectly, in whole or in part, from or relating to any conduct of the permittee or the permittee’s principals, agents, employees, subcontractors, vendors or invitees related to or arising out of the permitted event. City does not waive, and specifically reserves, all of its statutory and common law defenses, including all protections under NRS Chapter 41.

Any and all questions regarding insurance should be directed to:

Risk Management Division
c/o City Attorney’s Office
1 East First St. – 3rd Floor
Reno, NV 89505
775-334-3838

DISPOSAL AND RECYCLING PLAN

Will you be using existing, City-owned trash receptacles at your event?

☐ Yes.

Note that you will be required to empty these receptacles frequently throughout the course of your event. Plastic bags must be used to line the trash receptacles. City staff will not service the receptacles during your event, other than during activities designated as Special Event – Parks.

☒ No.

Describe refuse removal plan:

Arlington Towers has a maintenance staff and exterior trash bins that can be accessed by people who need receptacles. We do not envision a large increase of need.

Other than during Special Event – Parks, event organizers are required to manage recycling at all Reno Special Events (Park Staff manages recycling at Special Events – Parks).

Method and types of recyclable material collection:

☐ cans

☐ plastic bottles

☐ paper materials

☐ cardboard

☐ other

Describe recycling plan if event is not taking place in a City park:

How will you promote recycling at your event?

The structure promotes enviromentally friendly lifestyle and a greener earth.

ACCESSIBILITY PLAN

As an event organizer, you are required to comply with all City, County, State and Federal Accessibility requirements to your event. All temporary venues, related structures, and outdoor sites for special events shall be accessible to seniors and persons with disabilities. If a portion of the area cannot be made accessible, an alternate area shall be provided with the same activities that are in the inaccessible areas. It cannot, however, be offered only to patrons with disabilities. Accessibility provisions may include parking, rest rooms, telephone, and clear path of travel, transportation, signage, accessible vendors and booths.

The City of Reno has the following checklist which is intended to serve as a planning guideline and may not be inclusive of all City, County, State and Federal Disability Access requirements. It is important that you plan for the safe arrival and departure of event attendees, participants, and vendors.

- Accessibility parking and/or shuttle accommodations will be provided for this event.
- There will be a clear path of travel for accessibility purposes throughout the event.
- A minimum of 10% of portable restrooms provided at the event will be accessible.
- All food, beverage and vending areas will be accessible.
- If an information center is located at the event, attendants will be available to assist disabled individuals.

EMERGENCY MEDICAL SERVICES

The City of Reno has adopted the Washoe County District Board of Health's Suggested Guidelines for Emergency Medical Services (EMS) for Mass Gatherings. The general guideline for any mass gathering event larger than 2,500 people per day is access to an Advanced Life Support (ALS) ambulance within eight (8) minutes or one (1) dedicated ALS ambulance, and on-scene medical personnel of various levels suitably equipped, which may vary depending upon the factors evaluated.

The EMS Coverage Analysis Flow Chart on the following page is provided to serve as a guideline for determining the appropriate EMS coverage for your event. Proof of EMS coverage will be required for any event with attendance of 2,500 or more people per day. For events with a daily attendance of less than 2,500, the Host Organization shall provide REMSA with an ingress/egress plan for the event and are encouraged to have an on-site First Aid station staffed by an EMT.

REMSA

Alan Tom, Special Events Coordinator
450 Edison Way
Reno, NV 89502-4117
775-858-5700 x153 | FAX 775-858-5720
atom@remsa-cf.com

In addition to the above requirements, the Host Organization shall also provide notification of the event details to the medical centers listed below. The notification must include the location, dates/times of the event, the nature of the event, the number of attendees anticipated per day, and Host Organization contact information should the medical center require additional information. The notification shall be provided to the medical centers no less than thirty (30) days prior to the event.

Renown Regional Medical Center

Attn: Emergency Department Manager
1155 Mill St
Reno, NV 89502
775-982-4100 | FAX 775-982-5555

Renown South Meadows Medical Center

Attn: Emergency Department Manager
10101 Double R Blvd
775-982-7000 | FAX 775-982-7146

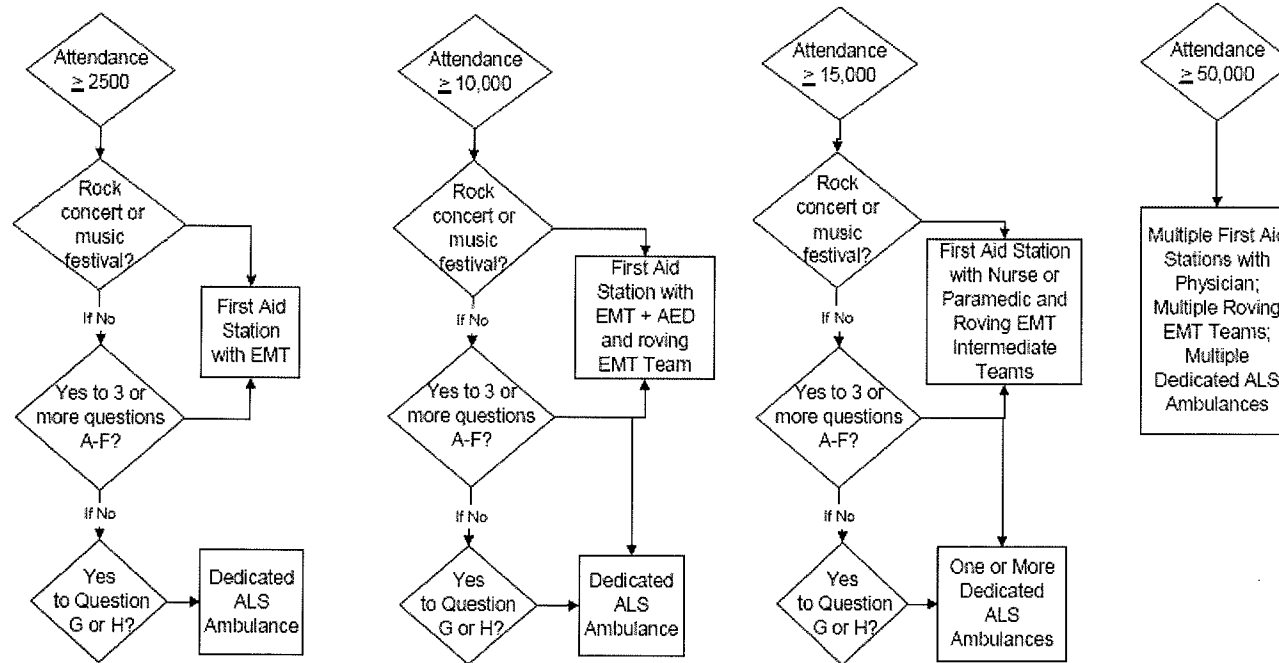
Saint Mary's Regional Medical Center

Attn: Emergency Department Manager
235 W 6th St
Reno, NV 89503
775-770-3000 | FAX 775-770-3490

Northern Nevada Medical Center

Attn: Emergency Department Manager
2375 E. Prater Way
775-331-7000 | FAX 775-356-4943

EMS COVERAGE ANALYSIS FLOW CHART



QUESTIONS

- A. High-risk activities such as sports, racing, etc.?
- B. Environmental hazards or extremes of heat or cold?
- C. Average age of crowd less than 25 or greater than 50?
- D. Crowd includes large numbers of persons with acute or chronic illnesses?
- E. Crowd density presents challenges for patient access or transfer to ambulance?
- F. Alcohol to be sold at the event, or a history of alcohol or drug use by the crowd at prior events?
- G. Past history of significant number of patient contacts at the event or patients transported to area hospitals?*
- H. Event greater than 5 miles from the closest hospital?

DEFINITIONS

First Aid Station: Fixed location on site staffed by at least one Emergency Medical Technician or a person with a higher skill level capable of providing emergency medical care within their proscribed scope of practice.

Roving EMT Team: team of two or more personnel at the basic or EMT Intermediate level with treatment supplies to provide emergency medical care.

Dedicated ALS Ambulance: An Advanced Life Support ambulance staffed by a Paramedic and Intermediate EMT, or personnel with a higher skill level, and capable of providing transport of patients, but which will immediately respond back to the event site.

** Significant means the number of patient contacts is $\geq .7\%$ of the total number of attendees, or transport rate to hospital by ambulance or private vehicle is $\geq 15\%$ of total patient contacts

SPECIAL EVENT & ACTIVITY PERMIT APPLICATION ATTACHMENT B

ROUTE MAP/USE OF PUBLIC RIGHT-OF-WAY

***For purposes of this application, Public Right-Of-Way is defined as
any public street, road, sidewalk, bridge, alley or other pathway used for vehicular and/or pedestrian passage.***

If your event is a parade, procession, foot race or involves any other type of moving route, please provide a detailed route map indicating the start and finish locations, direction of travel and any aid stations or other setup along the route.

Please note that event signs, posters, flags or other materials may NOT be hung from, attached, or otherwise affixed to any permanent public sign, post, fixture or to any temporary sign, barricade, or other type of equipment placed or provided by the City of Reno to close a street, provide a secure event perimeter, or otherwise accommodate the event.

STREET CLOSURES OR RESTRICTIONS

Applications requesting a street closure or restriction must be submitted at least 90 days prior to the date of the event.

Please indicate any of the following street locations your event will involve by selecting as many of the below that apply:

VIRGINIA STREET	Closure Date & Time	Re-Open Date & Time	OTHER DOWNTOWN STREETS	Cross Street	Cross Street	Closure Date & Time	Re-Open Date & Time
Liberty St to Ryland St	_____	_____	Arlington Ave	from _____	to _____	_____	_____
Ryland St to Pine St	_____	_____	Lake St	from _____	to _____	_____	_____
Pine St to Court St	_____	_____	Wells Ave	from _____	to _____	_____	_____
Court/State St to Mill St	_____	_____	Center St	from _____	to _____	_____	_____
Mill St to First St	_____	_____	Sierra St	from _____	to _____	_____	_____
First St to Second St	_____	_____	First St	from _____	to _____	_____	_____
Second St to Commercial Row	_____	_____	Second St	from _____	to _____	_____	_____
Commercial Row to Third St	_____	_____	Commercial Row	from _____	to _____	_____	_____
Third St to Plaza St	_____	_____	Third St	from _____	to _____	_____	_____
Plaza St to Fourth St	_____	_____	Plaza St	from _____	to _____	_____	_____
Fourth St to Fifth St	_____	_____	Fourth St	from _____	to _____	_____	_____
Fifth St to Sixth St	_____	_____	Fifth St	from _____	to _____	_____	_____
			Sixth St	from _____	to _____	_____	_____

If your event involves a location other than or in addition to those listed on the previous page, select the right- of-way impediment(s) that applies to your event.

☐ One-block street closure Location: _____ Date(s)/Time(s): _____

☐ Lane closure Location (incl direction): _____ Date(s)/Time(s): _____

☐ Sidewalk occupancy Location: _____ Date(s)/Time(s): _____

☒ Other closure or use of public right-of-way (describe): _____ Date(s)/Time(s): _____

2 Parking Spaces on Roff Way. In front of the second commercial entrance.

☐ ReTRAC Plaza*– East (between Sierra St & Virginia St) Date(s)/Time(s): _____

☐ ReTRAC Plaza*– West (between West St & Sierra St) Date(s)/Time(s): _____

**Maximum uniform load is 125 pounds per square foot.*

STREET CLOSURE PRESS RELEASE

If your event involves a street or sidewalk closure or restriction of any kind, you must prepare and attach to this permit application a draft press release indicating which streets will be impacted, for what days and times and suggested alternate routes. This release must have a contact name and phone number should the media require additional information.

PARKING / SHUTTLE

While special events are a benefit to local residents, they can also severely impact traffic, parking and disrupt citizens' ability to travel around their hometown.

How do you intend to lessen the impact of your event (traffic/parking) on local businesses and residents?

We will notify the residents, commercial tenants and do not foresee the lack of two (2) spaces being an issue as they will provide additional bike parking and common area use.

Where will event participants park?

N/A. Participants of this structure are bikers or walkers.

IMPACTED NEIGHBOR NOTIFICATION

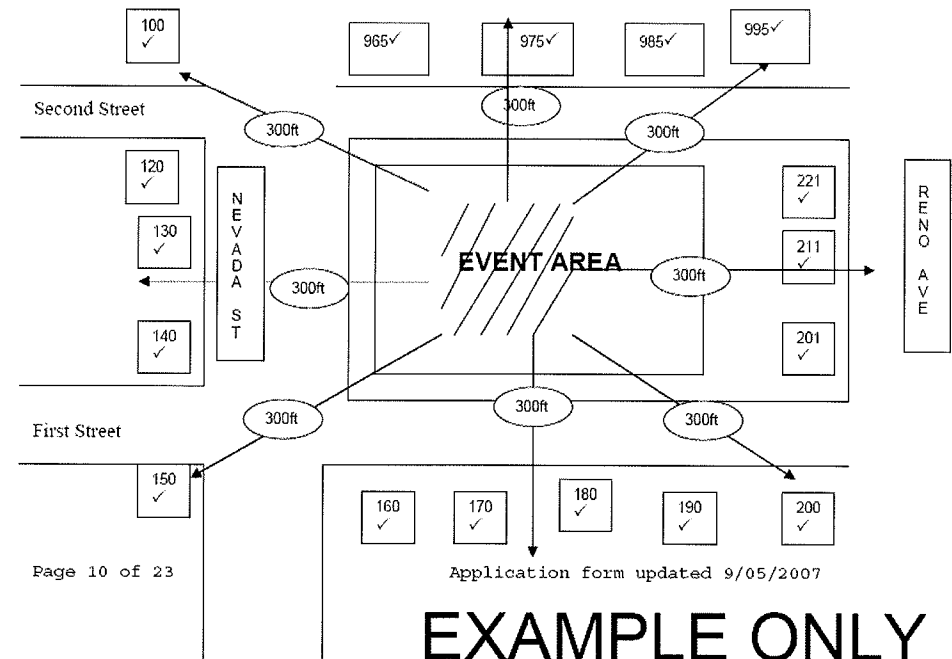
Reno Municipal Code 5.13.140 (b) requires that the Event Organizer notify all residences and businesses within any street closure or lane restriction area and within a 300 foot radius of the outer perimeter of the event involving a street closure or lane restriction (as marked by fencing or entrance table indicated on the Site Plan submitted with this application). The Event Organizer shall obtain signatures of those so notified of the upcoming event. Such signatures do not denote approval but solely signify notification. A diagram of the notification area shall be submitted with the signature sheet. The signatures of notification, the notification letter and the notification diagram shall be submitted to the City's Special Event Program Manager no less than thirty (30) days prior to the Special Event. Failure to complete and submit the Impacted Neighbor Notification by this deadline may result in denial of the Special Event Permit.

The Event Organizer shall leave a notification letter with each signer. This letter shall include the following information:

1. Event name
2. Dates and times of event
3. Brief description of the event
4. Any closure areas
5. Name and phone number of event contact with authority should they have issues during the event
6. Where attendees will be parking

In addition, the Event Organizer shall comply with all additional requirements imposed by the City with respect to notification and approval by residents and businesses affected by the Special Event. Under certain circumstances where events may generate extremely large crowds, loud noise or parking issues, staff may require additional notification time/signatures/outreach.

Special Events Notification Diagram Example – Check (✓) everyone you notified. List the addresses of the surrounding properties.



IMPACTED NEIGHBOR NOTIFICATION SIGNATURE SHEET

(MUST be completed at least 30 days prior to the event)

Event Name: The Parklet on Roff Way.

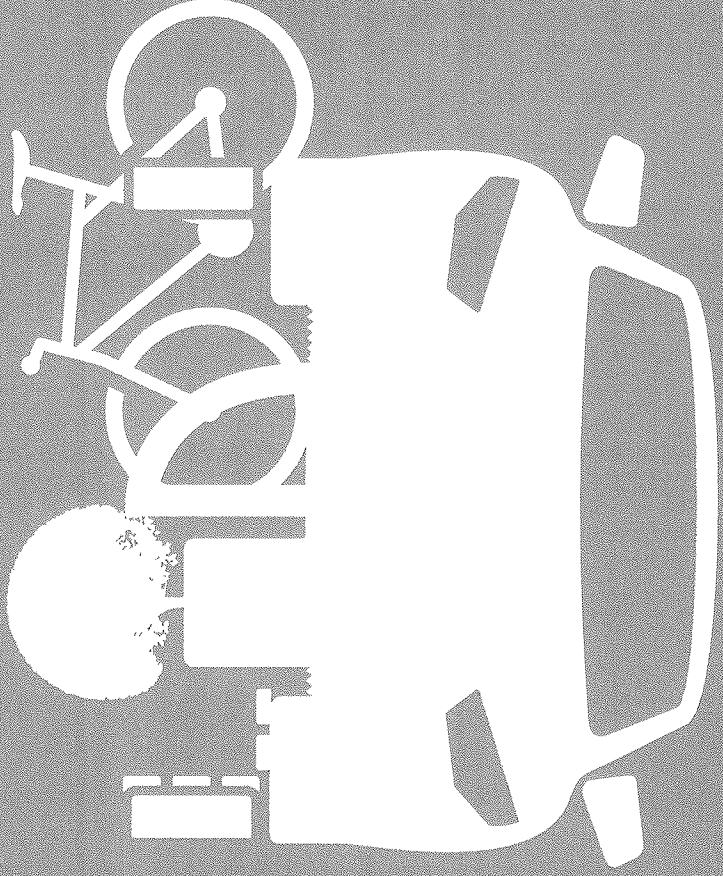
Event Date: _____

Anticipated Number of Attendees: _____

Event Location: Roff Way (Arlington Towers)

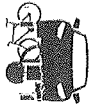
<u>Name</u>	<u>Address</u>	<u>Business Name</u>	<u>Do you have any special issues?</u> (Please state)
-------------	----------------	----------------------	--

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page.



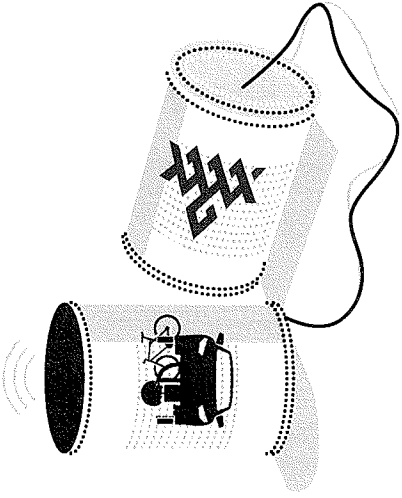
ROFF PARKLET |
URBAN PLANNING PROPOSAL

THE
**RIVER
WALK**
DISTRICT



INTRODUCTION, MISSION & PROJECT ENDEAVORS

ABOUT RENO RIVERWALK DISTRICT



The Mission of the Riverwalk Merchants Association and the Riverwalk District is to increase year-round traffic and business for Riverwalk Merchants while creating and nurturing a vibrant and safe downtown district. To celebrate and support Reno's diversity in the arts, its cultural and historic heritage and contribute to the growth, beautification, education and diversity of vital downtown shopping and entertainment for locals and visitors.

Our objective is to design & position a Parklet as a functional, easy to use, but aesthetically attractive feature that is both enjoyable but equally engaging. From diverse and desired transportation methods, all will be accounted for to ensure the most experience out of it's visitors as possible.

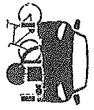
WHAT

To create a parklet environment that serves as a functional, easy to use, but aesthetically attractive feature that is both enjoyable but equally engaging. Parklets repurpose part of the street parking into a safe, accessible, public setting to sit and enjoy a vibrant neighborhood. Many also offer amenities like planters, street art and bike parking.

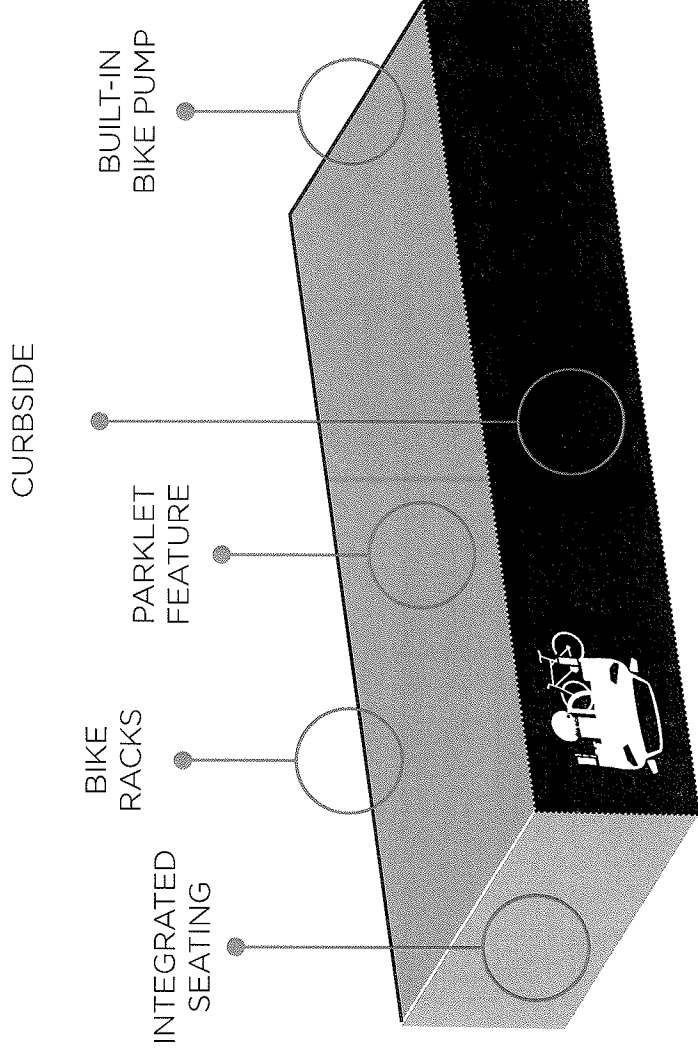
WHY

To design and build a sustainable parklet. Parklets not only emphasize social interaction in thriving areas

with attractions, restaurants and shops but also encourage walking and cycling. In turn, supporting local ground level businesses. A parklet would serve as an additional welcome venue and gathering place for locals and tourists alike, enhancing the downtown core and Midtown District. It is an opportunity to foster future investment in more capital intensive infrastructure, to sustain active foot traffic long term. A parklet reflects a communities commitment to revitalize streetscape experience, improving quality of life and strengthening of a city.

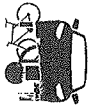


DELIVERABLES: SITE PLAN & PERMITS

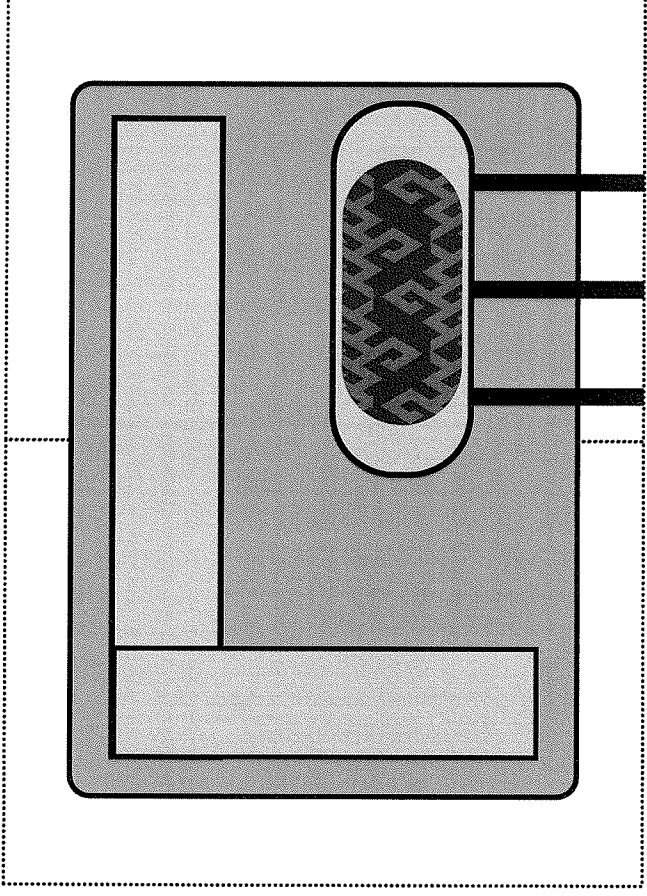


The initial planning & design of this project is imperative to a safe and successful infrastructure. Working with **R.E.C, city staff and and supportive council** members throughout the region will help us plan, curate and execute the construction process all while meeting our City's Core Standards. Utilizing **tried and true examples** of existing programs nationwide, we will build a **quasi-public**, environment-enhancing parklet. This can bring value to the core of our city. Expanding the space and providing intriguing systems can also help **increase pedestrian traffic & personal enjoyment.**

Notes



DELIVERABLES: BUILD & INSTALL



SITE PLANS

The install itself must be engaging. Organizing a solid group of volunteers to help build, prep and install the proposed site is critical. Community members interacting with the space and applying their expertise to ensure a smooth, safe and creative build to move the parklet forward. With hands on involvement, comes great word of mouth exposure.

Key Features:

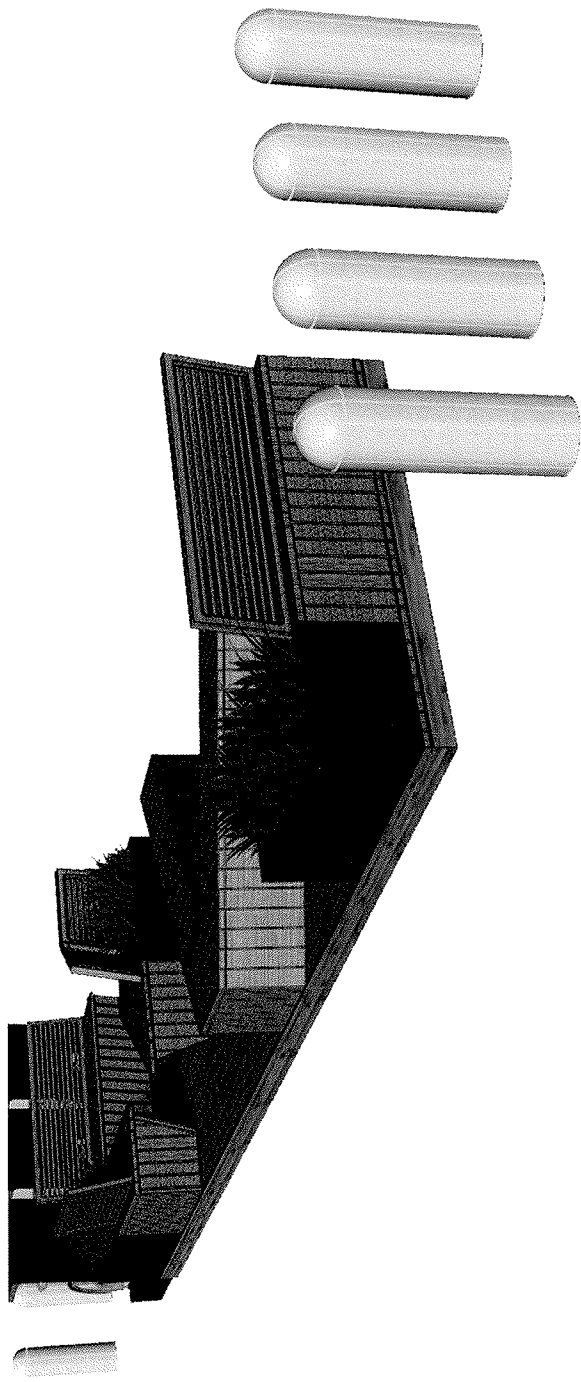
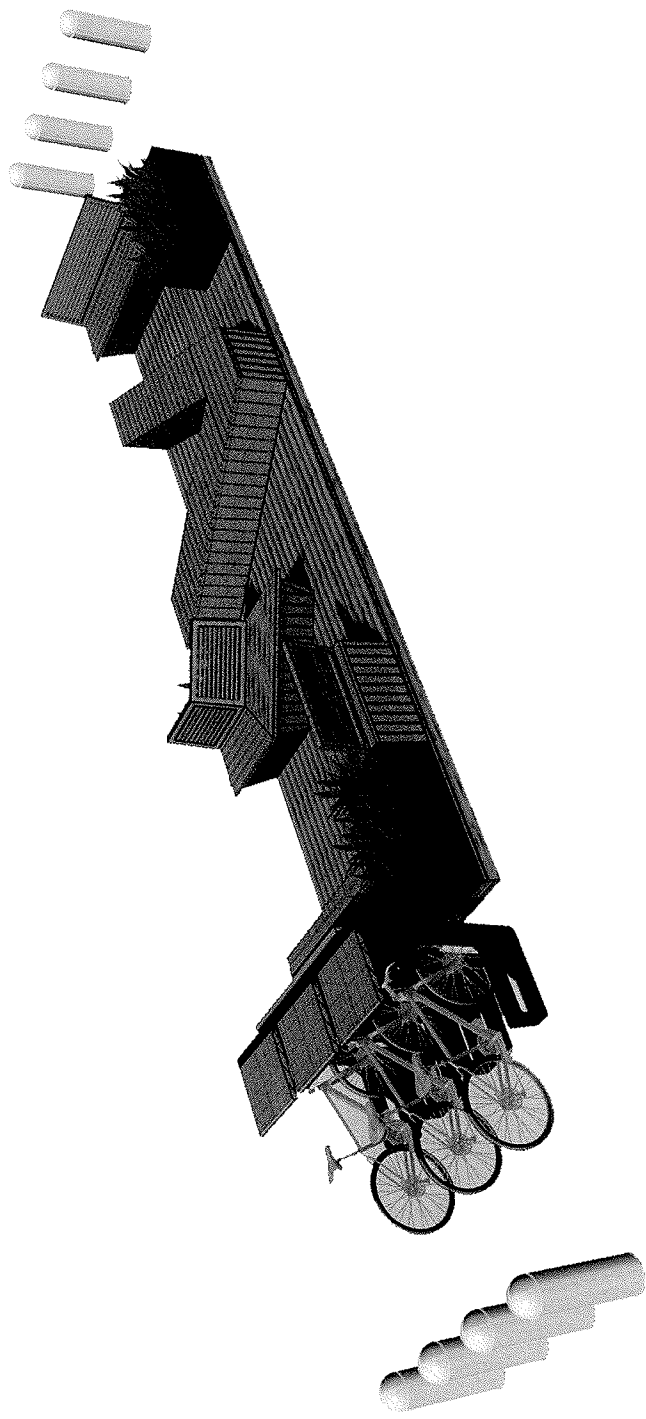
- Boardwalk rustic themed (think Virginia City modern)
- Planters / Trellis with desert gardening & native edibles
- Bicycle slat-parking with table top caps
- Scooter Parking

Builders:

Civil Engineer - *Reno Engineering Company*
Structrual Engineer - *CFBR Group / Kevin Boles*
General Contractor - *Comstock Builders*



DESIGN: PARKLET RENDERINGS



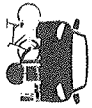


DELIVERABLES: PROMOTE AND THRIVE



The new space attracts visitors and creates buzz throughout the community. With events such as Artown, Ride the River & Reno Open Streets occurring throughout the year we will co-promote the space as a stop for leisure and a safe spot for people to relax and park their bikes. Local businesses will flourish through community involvement and provide **a better quality of life** for all entailed.

Notes

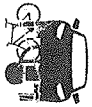


DELIVERABLES: PARK & SAFETY REQUIREMENTS

<input checked="" type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input checked="" type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

- No more than **2 spaces** long (42.5' x 7.5') • 20 ft from intersection • 5ft from bus
 - 36" sidewalk • Less than 30mph zone • No AM-Afternoon towaway zone
- No interference for driveway • Less than 5% slope • Soft hit **"bumper" spots**
- 15ft from fire hydrant • **ADA Compliant** • **Free** to use • Max term of 1 year, then review for permanence. • **High-quality** materials • **DOT** signage • **Drug, Alcohol & Tobacco Free Zone**

Notes



BEST PRACTICES: LEAD BY EXAMPLE

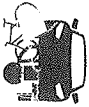
NATIONAL CITIES

- Sacramento
- Los Angeles
- San Francisco
- Seattle
- Portland
- Miami
- Philadelphia
- New York
- Chicago

In Los Angeles, through a year-over-year data comparable, the team found that **a more vibrant, lively community** has grown around the Spring Street parklets. The parklets appeared to **contribute to the walkable neighborhood** on Spring Street, with data showing that 50 percent of visitors to the area in 2012 arrived by foot, while in 2013, **63 percent of area visitors were pedestrians**. The team found that **63 percent of parklet users were local residents**.

The parklets also **helped improved perceptions of the area**, with **positive reports of maintenance** (63 percent vs. 88 percent), **safety** (78 percent vs. 88 percent) and **cleanliness** (49 percent vs. 68 percent) all increasing with statistical significance from 2012 to 2013. Many business owners in the area, while a bit concerned about the loss of parking, told the researchers they would **recommend parklets for merchants** in other districts, especially those on small, pedestrian-oriented streets with cafes or restaurants in the area.

(<http://www.lewisucla.edu/2013/08/study-downtown-la-parklets-improve-community-quality-of-life/>)



RENO ENGINEERING A Development Services Company

Friday, March 14, 2015

CITY OF RENO

Attn: Mayor Schieve, Council Members & City Staff

1 East First Street ▪ Reno, NV 89501

RE: SUPPORT OF PARKLET PROJECT: DOWNTOWN RENO: ROFF STREET

Dear Mayor Schieve, Council Members & City Staff,

I am writing in support of the 'Parklet' structure and program being planned in theory for downtown Reno on Roff Street. *(See attached plans & information packet).*

As a downtown landlord, tenant and community member I would like to see this project gain support by the community and the City of Reno.

I think that the program has tremendous benefits for the aesthetics of the area, encourages and creates a sustainable downtown culture and enhances the experience of tenants & tourists in our Riverwalk District.

In order to take this idea from conception, planning, approval, construction and even use, Reno Engineering has donated their services and joined the committee to assist in making this great 'green' idea come to fruition.

As we progress with the planning I would love to sit and speak more about this project with you and the path to making it the newest great thing Reno has to offer.

Thank you for your consideration and time.

Sincerely,

Britton Griffith-Douglass
Reno Engineering Corporation



May 18, 2015

Dear Reno City Counsel,

Please consider this letter of support for the proposed parklet on Roff way. I believe the proposed parklet is an ideal location for a pilot project that hopefully will be model for more to come. Like many urban areas that already take advantage of a parklets, Reno is an ideal community for such a project.

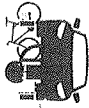
Though parking is limited in our area it is my belief the parklet will encourage pedestrian and bicycle traffic to the area offsetting the loss of the proposed parking.

The parklet will provide a relaxing and safe space for urbanites to gather, meet up or simply to take a break. It will be a great compliment to our exsiting open space.

If I can be of any help please don't hesitate to ask.

Matt Polley
Owner
The Jungle

246 WEST 1ST STREET
RENO, NV 89501
(775) 329-4484
JAVAJUNGLEVINO.COM



May 28th, 2015

To Whom it May Concern,

As a multi business owner here in Downtown Reno I have seen the landscape of Reno's scene drastically change over the last 5 years with great improvements in restaurants, cafes, bars, salons, grocery/markets, retail, etc. Previous eyesore buildings are being bought and refurbished, storefronts are being filled, more folks live and work downtown now than any point in time. People are flocking to downtown for entertainment, shopping, and services exploring what Reno has to offer more than ever.

The one thing that hasn't really changed much is the actual landscape and beautification of the downtown area. This is why we fully support the development of a Pilot Parklet in Downtown to help beautify the Urban Landscape and provide sanctuary to its Urban dwellers. I am sure the project sponsor has already been over what other cities are implementing Parklets but having experienced them firsthand in cities like Seattle and San Francisco I am huge fan!

We believe Roff Alley is a fantastic place to test a Parklet. Right in the heart of the Riverwalk District and the burgeoning Start-Up row is a great place to give a concept like this a go. It would be surrounded by local businesses such as the Reno Collective Co-Share Workspace, Outsiders Salon, FLF Films, The Jungle, Pinoccio, Laxalt and McIver, and more. We believe it would be an incredible asset to all these businesses and add value as whole to our district.

Nellie Davis and her team has our full endorsement on implementing a Pilot Parklet program here in Reno and we are on board to help in any way we can to see it come to fruition.

Here's to the continued improvement of our fair city in 2015!

Cheers on Behalf of Ryan Goldhammer and Trevor Leppke

Noble Pie Parlor, Pignic Pub & Patio, and Monolith Bar
239 W. Second St.
Reno, NV 89501
T. 775.622.9222
C. 775-722-8738
trevor@noblepieparlor.com
www.noblepieparlor.com



RiverWalk Merchants Association and District
P.O. Box 1606
Reno, NV 89505

To Reno City Council:

On behalf of the RiverWalk Merchants Association and District I am writing a letter of support for the Roff Parklet proposal and concept.

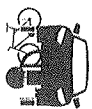
The Mission of the Riverwalk Merchants Association and the Riverwalk District is to increase year-round traffic and business for Riverwalk Merchants while creating and nurturing a vibrant and safe downtown district. To celebrate and support Reno's diversity in the arts, its cultural and historic heritage and contribute to the growth, beautification, education and diversity of vital downtown shopping and entertainment for locals and visitors.

The Roff Parklet is in line with our mission, it is culturally relevant, will help to beautify the region and will serve the citizens of the downtown area.

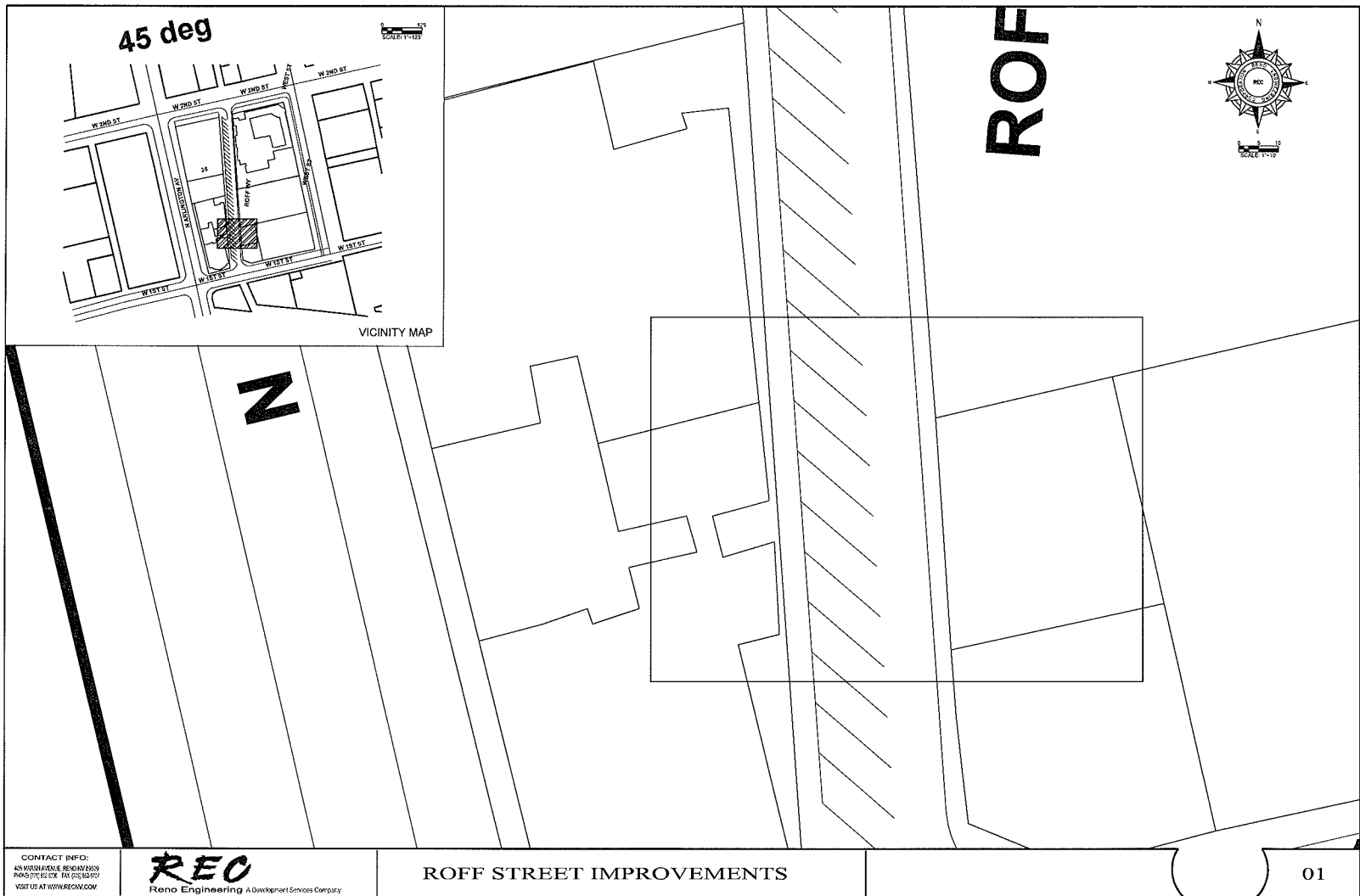
We hope that you too will see the uniqueness and benefit of this project and support this program as we work together to create a better downtown.

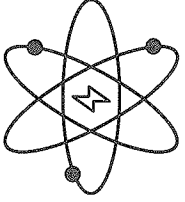
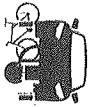
Regards,

Scott Dunseath
RWMA President



DELIVERABLES: SITE PLAN & PERMITS





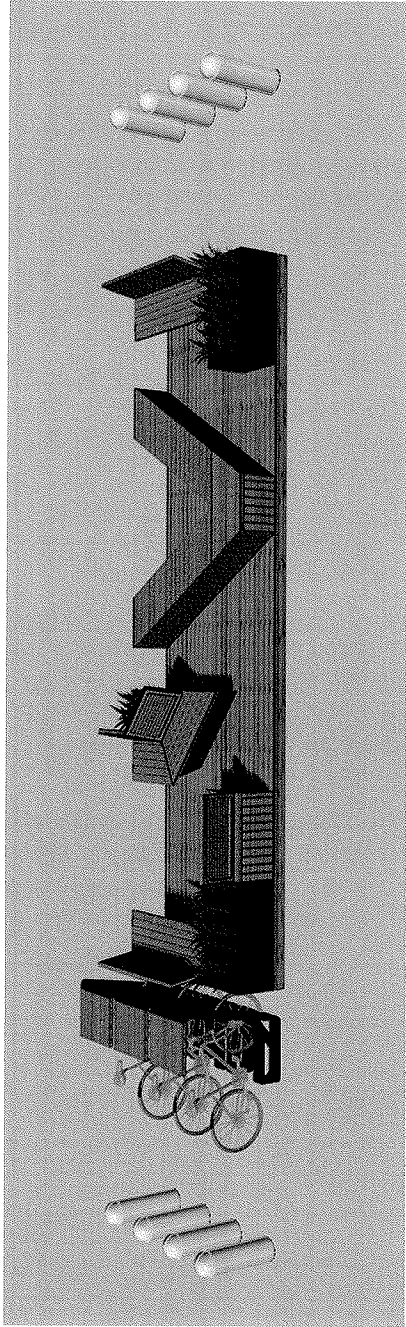
Dear Reno City Council,

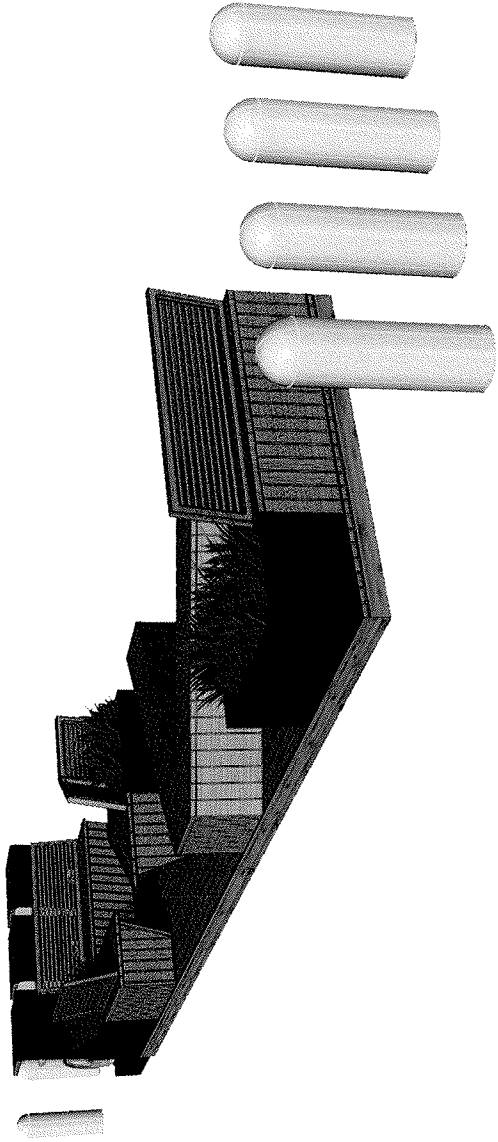
I'd like to indicate my support for the "Roff Parklet" that is being proposed by Laxalt & McIver and their partners. It is a very exciting opportunity to have parklets in the Biggest Little City. Similar projects have taken larger cities by storm and demonstrated that you can have a tremendous impact on the community and the surrounding areas for a very small investment of time, energy and passion.

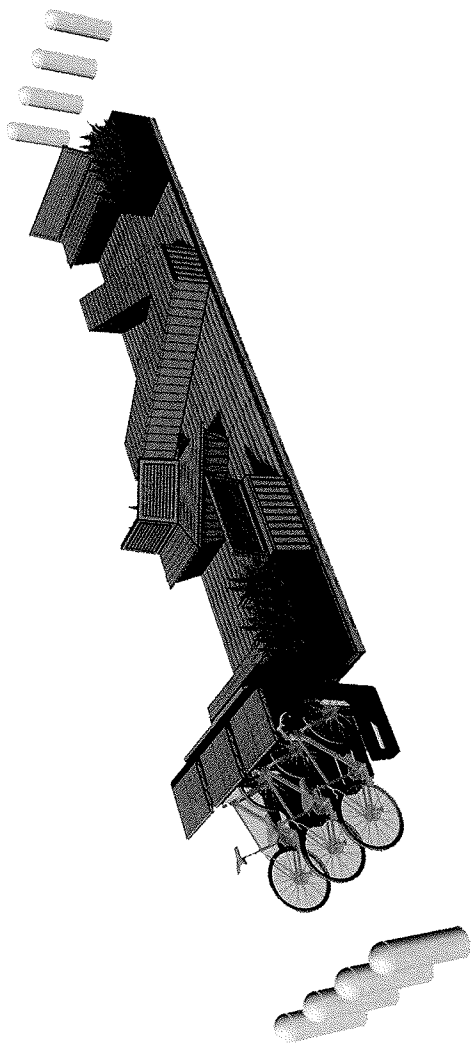
After speaking to Nellie Davis and Matthew McIver about this project, you can't help but notice how engaged and passionate they are about improving and contributing to downtown Reno and this project is a physical extension of that passion. Reno Collective is part of that downtown community and all of our members are excited at the prospect of having recreational and multi-use spaces like parklets popping up downtown. Hopefully the "Roff Parklet" is just the first of many of these projects and I personally think would serve as a great pilot for parklets in Reno.

Sincerely,

Colin Loretz
Founder, Reno Collective



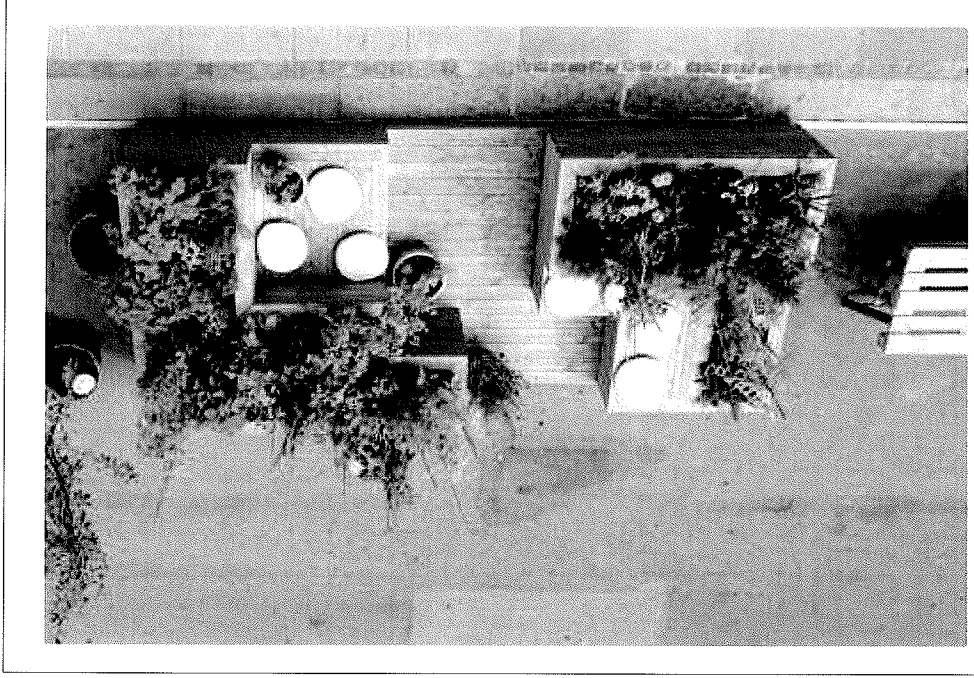


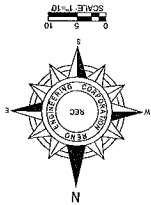
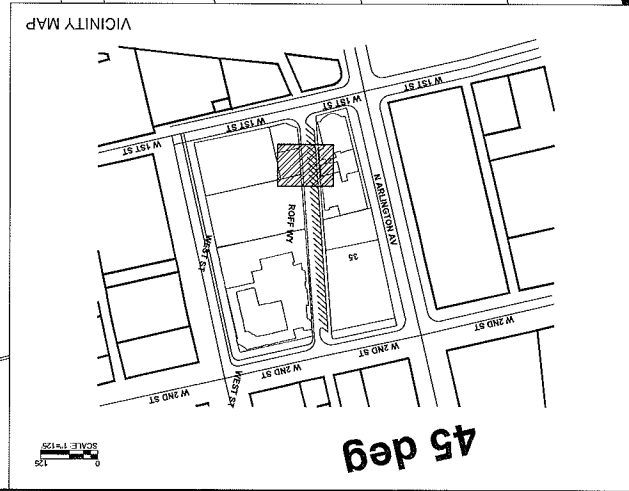


- 1) No more than 2 parking spaces long. 20 feet from intersection.

Minimum Requirements:

- 2) 5 feet from bus.
- 3) 36-inch sidewalk.
- 4) No AM afternoon tow-away zone.
- 5) No interference for driveway.
- 6) Less than 5% slope.
- 7) Soft hit "bumper" spots.
- 8) 15 feet from fire hydrant.
- 9) ADA compliant - Same level as sidewalk for handicap access.
- 10) Free to use.
- 11) Maximum term of 1 year, then review for permanence.
- 12) High quality materials
- 13) DOT signage.





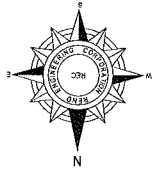
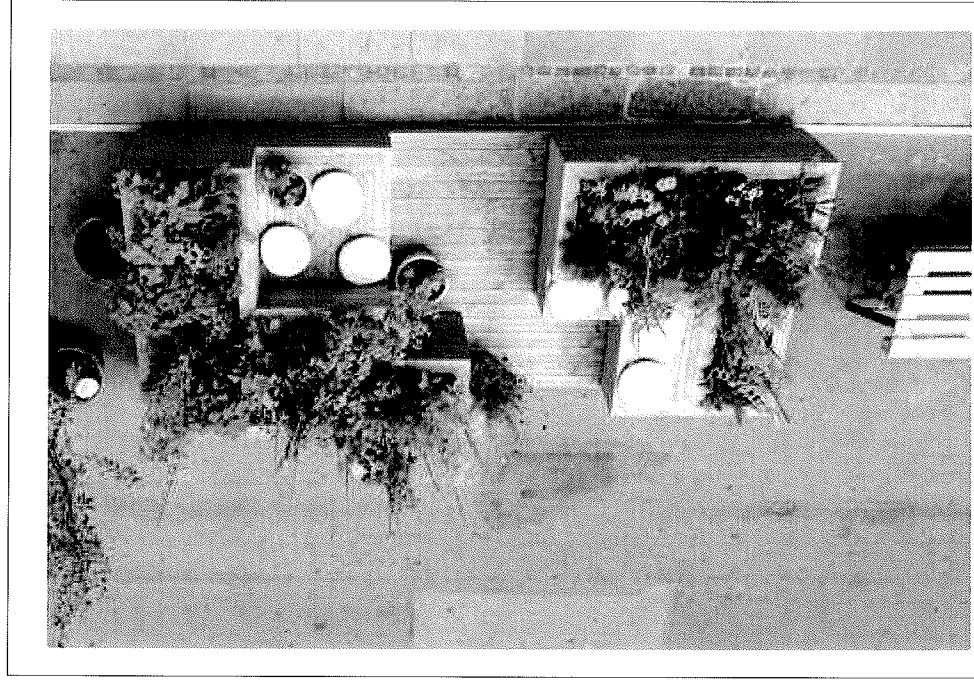
ROLF



CONTACT INFO:
406 MAPLE AVENUE, RENO NV 89509
PHONE (775) 852-0100 FAX (775) 852-0177
VISIT US AT WWW.RENO.NV.COM

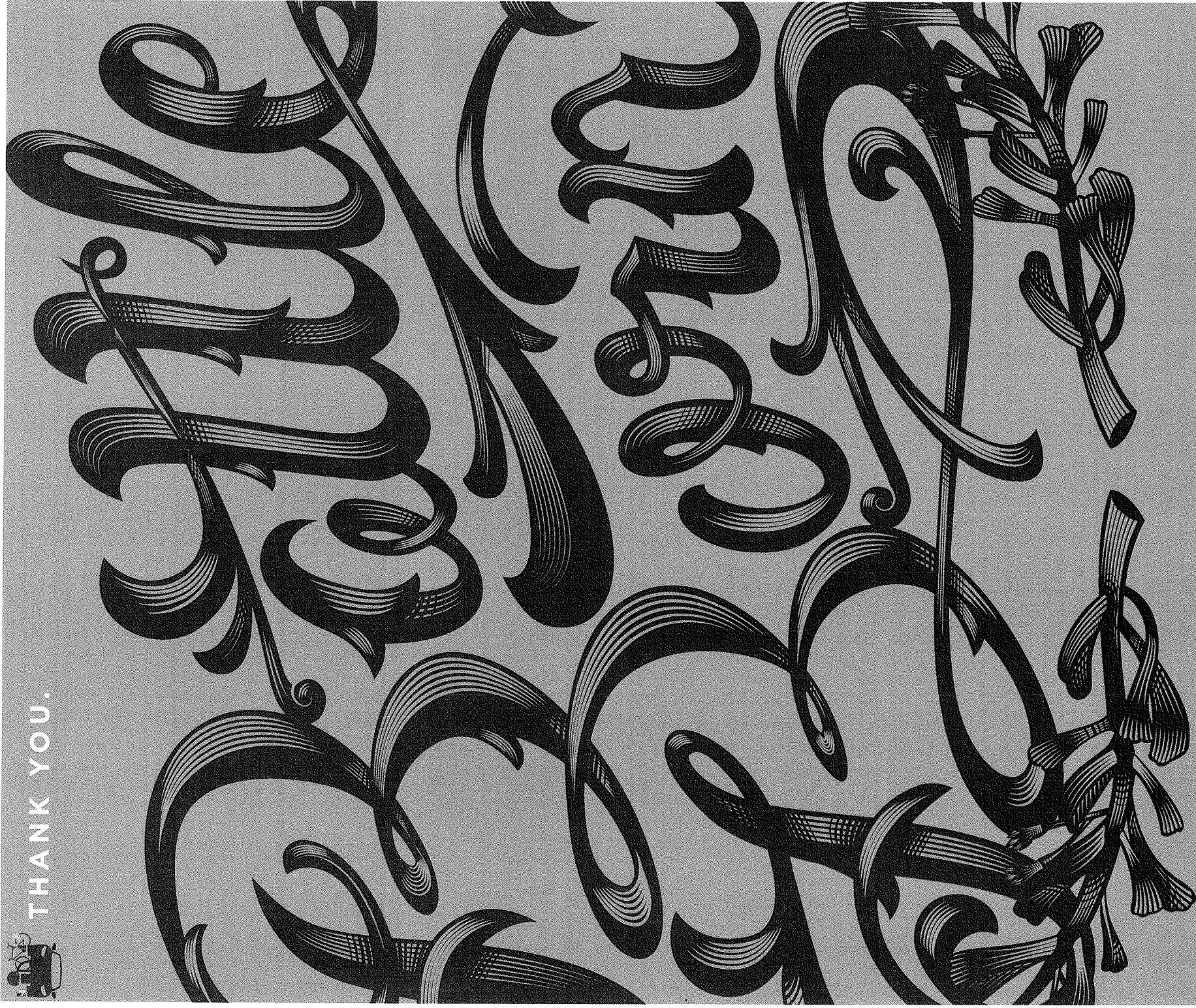
REO
Reno Engineering A Development Services Company


ROFF STREET IMPROVEMENTS





THANK YOU.



 **LAXALT & McIVER**
An Antidote to the Ordinary.™